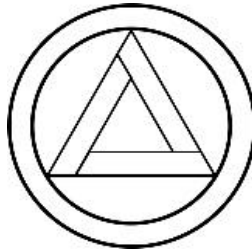


**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

***MONTHLY MEETING***

March 21, 2000



**Location:**

**Olney Central College  
305 N. West Street  
Olney, IL 62450**

**Dinner – 6 p.m. – Banquet Room  
Meeting – 7 p.m. – Banquet Room**

**IECC BOARD AGENDA**  
**7 P.M.**  
**March 21, 2000**

1. Call to order & Roll Call..... Chairman Lane
2. Disposition of Minutes .....CEO Bruce
3. Recognition..... Bruce
  - A. Visitors and Guests
  - B. IECCEA Representative
4. Public Comment
5. Reports
  - A. Report from Trustees
  - B. Report from Presidents
  - C. Report from George Woods
  - D. Report from Cabinet
6. Policy First Readings (and Possible Approval)
  - A. Refund Policy ..... Bruce
7. Policy Second Readings  
None
8. Staff Recommendations for Approval
  - A. SCT Contract Amendment..... Allard
  - B. Approval of PHS Construction Projects ..... Bruce
  - C. Resolution to Approve PHS Construction Projects ..... Bruce
  - D. Cooperative Agreement with Southwestern Illinois College..... Bruce
  - E. FCC Nursing Building Lease Amendment ..... Allard
  - F. District Calendar Revision for February 2001 ..... Bruce
9. Bid Committee Report..... Allard  
Wabash Valley College
  1. Fitness Center Equipment
10. District Finance
  - A. Financial Report..... Allard
  - B. Approval of Financial Obligations..... Bruce
11. Chief Executive Officer's Report ..... Bruce
12. Executive Session..... Bruce
13. Approval of Executive Session Minutes ..... Bruce
14. Approval of Personnel Report..... Bruce
15. Collective Bargaining
16. Litigation..... Bruce
17. Acquisition and Disposition of Property ..... Bruce
18. Other Items
19. Adjournment

**Agenda Item #1**

**Call to Order & Roll Call**

**Agenda Item #2**

**Disposition of Minutes**

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, February 15, 2000.

**AGENDA #1 – “Call to Order & Roll Call”** - Mr. James W. Lane, Jr., Chairman, called the meeting to order at 7:08 p.m.

**Roll Call:** The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Mr. James W. Lane, Jr., Mrs. Beverly L. Turkal, Miss Marilyn J. Wolfe. Trustees absent: None. Also present was Mr. Douglas C. Dollahan, student trustee. There being a quorum present, the Chairman declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Mr. Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Dr. Hans Andrews, President of Olney Central College.

Dr. John Arabatgis, President of Lincoln Trail College.

Dr. Harry Benson, President of Wabash Valley College.

Dr. William J. Lex, President of Frontier Community College.

Mr. George Woods, Dean of Community Development & Workforce Education.

Ms. Kathleen Vespa, Associate Dean of Education to Careers Program.

Mrs. Nancy J. Allard, Comptroller & Director of Finance.

Mrs. Marty Novak, Director of Personnel.

Ms. Terry Stanford, Executive Secretary to the CEO.

Mr. Harry Hillis, Jr., Board Secretary.

**AGENDA #2 – “Disposition of Minutes”** – Open meeting minutes of the regular meeting, held Tuesday, January 18, 2000, were presented for approval.

**Board Action:** Mrs. Kessler made a motion to approve the foregoing open meeting minutes as prepared. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

**AGENDA #3 – “Recognition”** –

**#3-A. Visitors & Guests:** Visitors & guests present were recognized.

**#3-B. IECCEA Representative:** Mr. James Burnett, representing Illinois Eastern Community Colleges Education Association, was recognized. Addressing the Board were Mr. Allen Brown, relative to the proposed ASA Degree; Mr. Hal Kizer, relative to the foreign language requirement; Ms. Lisa Brooks, relative to the future of the Hospitality Management Program.

**AGENDA #4 – “Public Comment”** – Mr. Norman Brown addressed the Board relative to the proposed ASA degree.

**AGENDA #5 – “Reports” –**

**#5-A. Report from Trustees:** Mr. Lane and Mrs. Turkal reported on their recent trip to China relative to IECC’s educational relationships there.

**#5-B. Report from Presidents:** Informational reports from each of the four colleges were presented by Dr. Andrews, Dr. Arabatgis, Dr. Benson and Dr. Lex.

**#5-C. Report from George Woods:** Mr. Woods presented an informational report on Workforce Education.

**#5-D. Report from Cabinet:** None.

**AGENDA #6 – “Policy Readings (and Possible Approval)” –**

**#6-A. Investment Policy:** A proposed revision to the Investment Policy (300.12) was presented for first reading. Mrs. Kessler and Miss Wolfe will work with Mr. Bruce to finalize the policy as discussed. The policy will be presented for second reading at next month’s regular meeting.

**AGENDA #7 – “Staff Recommendations for Approval”** - The following staff recommendations were presented for approval.

**#7-A. Approval of ADA Projects:** The CEO recommended approval of the Americans with Disabilities Act application for the IECC projects listed below. Grant amount is \$157,527; if the final project cost exceeds the grant amount by \$983, local funds will be used to support this amount.

FCC: Power Assisted Door Openers; Replacement of the concrete area on the east side of the parking lot at the Richard Mason Building: \$3,025.

LTC: Power Assisted Door Openers (6); New Doors, Frames and Hardware; Triple Doors (4); Double Doors (2): \$60,500.

OCC: Power Assisted Door Openers: \$7,260.

WVC: New Entry to Bookstore; Repair Sidewalks and Heaves throughout Campus; Accessible Entrance to Agriculture Building included with sidewalks above: \$87,725.

Total Including Contingency and Fees: \$158,510.

**Board Action:** Dr. Fischer made a motion to approve the foregoing ADA projects as outlined. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#7-B. Resolution for ADA Projects:** The CEO recommended approval of the following resolution to approve ADA Construction Projects, FY2000.

**RESOLUTION TO APPROVE ADA CONSTRUCTION PROJECTS, FY2000**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and,

WHEREAS, the Board has received reports from a licensed professional architect/engineer that there are projects at IECC which require repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, the projects recommended for repair and alterations are:

Frontier Community College: Power Assisted Door Openers; Replacement of the concrete area on the east side of the parking lot at the Richard Mason Building: \$2,500.

Lincoln Trail College: Power Assisted Door Openers (6); New Doors, Frames and Hardware; Triple Doors (4); Double Doors (2): \$50,000.

Olney Central College: Power Assisted Door Openers: \$6,000.

Wabash Valley College: New Entry to Bookstore; Repair Sidewalks and Heaves throughout Campus; Accessible Entrance to Agriculture Building included with sidewalks above: \$72,500.

Contingency: \$13,100.

Fees: \$14,410.

Total \$158,510.

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operation Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
5. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

**Board Action:** Mrs. Turkal made a motion to adopt the foregoing resolution to approve IECC's ADA projects, FY2000. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#7-C. Approval of New Degree – Associate in Science and Arts:** The CEO recommended approval to establish a degree effective Summer 2000, to be called an Associate in Science and Arts (ASA) degree, which will follow the ICCB transfer model degree.

The Associate in Science and Arts degree is designed to allow students to complete the lower-division of a baccalaureate degree, by including the transferable General Education Core Curriculum and allowing the flexibility to complete major field courses recommended by the Illinois Articulation Initiative. Current transfer degrees, Associate in Arts (AA) and Associate in Science (AS) are to be continued.

Graduation requirements of the Associate in Science and Arts degree are as follows:

General Education Core

\*Only IAI approved courses are applicable

Communications, 9 semester hours; mathematics, 3 semester hours; physical and life sciences, 7 semester hours; humanities and fine arts, 9 semester hours; social and behavioral sciences, 9 semester hours; major field & elective courses, 27 semester hours. Total for Associate in Science and Arts Degree, 64 semester hours.

**Board Action:** Miss Wolfe made a motion to approve the additional degree, Associate in Science and Arts degree as recommended. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver, Ms. Jameson. Trustees absent: None. The motion having received 5 yea votes and 2 nay votes, the Chair declared the motion carried.

**#7-D. Alliance with Franklin University:** The CEO recommended approval of an Alliance with Franklin University, Columbus, Ohio.

This alliance will allow students at community colleges to complete a Bachelor's degree virtually without leaving their community college. The students complete their 60 credit hours for an Associate's degree plus 24 credit hours of preparation coursework from their local community college, followed by approximately 40 credit hours via an online Bachelor's degree completion program delivered by Franklin University. Bachelor's degrees in five major areas are currently available: Business Administration, Technical Administration, Computer Science, Management Information Systems and Health Services Administration. A sixth major in Public Safety is being developed.

To support this initiative, Franklin University has established a Technology Center within the University, recruited leaders in non-campus based technology, and staffed the center with faculty and course developers who are educated and experienced in delivering courses designed to capitalize on the online learning approach. Through the Alliance Program, Franklin University will deliver the completion program coursework via the Internet, and students will be supported in their studies with access to computers, advising library, etc., at Illinois Eastern Community Colleges.

**Board Action:** Dr. Fischer made a motion to approve the Alliance with Franklin University as recommended. Mr. Dollahan seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#7-E. Department of Corrections Contract Amendment:** The CEO recommended approval of an amendment to the Department of Corrections School District #428 contract to provide for a \$13,762 increase, adding \$4,225 in personnel, \$4,050 to purchase equipment, \$1,800 in commodities, \$1,900 in travel, \$1,787 in other. The amendment increases the current budget from \$402,978 to \$416,740.

**Board Action:** Mrs. Turkal made a motion to approve an amendment to the Department of Corrections contract to add \$13,762 to the current budget. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:



Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#7-F. AccessUS Connectivity Service Agreement:** The CEO recommended renewal of the contract for T-1 Internet service with AccessUS for one year. The cost will be \$17,904 annually plus \$50 per month for five existing dial up accounts. The contract provides the direct connectivity to the Internet for all IECC locations that are connected to our wide area network (WAN). Currently, all four campuses, the District Office and the Crisp Center have connectivity to the WAN.

**Board Action:** Mr. Dollahan made a motion to approve renewal of the contract for T-1 Internet services with AccessUS as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #8 – “Bid Committee Report”** – The Bid Committee presented the following report and recommendation, followed by Board of Trustees action as recorded.

**#8-A. Frontier Community College & Wabash Valley College – 2000 Pickup Truck:** The Bid Committee recommended acceptance of the low bid to meet all specifications, from Joe Hotze Ford Inc., Salem, IL, for a total of \$52,502. The bid was for two 2000 Ford F250 Pickup Trucks @ \$26,251 each. Source of Funds: Maintenance.

**Board Action:** Ms. Jameson made a motion to accept the recommendation of the Bid Committee for purchase of two pickup trucks from Joe Hotze Ford. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #9 – “District Finance”** – The following district financial matters were presented:

**#9-A. Financial Report:** The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$2,116,161.69, as of January 31, 2000. The reports were accepted.

**#9-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for the month of February, 2000, totaling \$588,082.15, were presented for approval.

**Board Approval for Payment of Financial Obligations:** Miss Wolfe made a motion to approve payment of the district financial obligations for the month of February, 2000, in the amounts listed, and payments from the revolving fund for the month of January, 2000. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #10 – “Chief Executive Officer's Report”** - Mr. Bruce presented informational reports relative to the following topics:

1. NCA Report Sent to Institutional Actions Council.
2. Southwest Regional ICCTA Meeting at Lewis and Clark February 23.
3. Prison Guard Pre-Test.
4. IBHE and Online Accounting/Business Degree.
5. Leadership and Core Values Meeting in Springfield.
6. MAP Audit.
7. W-2s.
8. Workforce Investment Board/Displaced Workers.

**AGENDA #11 – “Executive Session”** – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

**#11-A. Closed Meeting:** Miss Wolfe made a motion to hold a closed meeting to consider the matters outlined by the CEO. Mrs. Turkal seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver, Ms. Jameson. Trustees absent: None. The motion having received 5 yea votes and 2 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 9:00 p.m.

**#11-B. Closed Meeting Ended:** Mrs. Kessler made a motion to reconvene in open session. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 10:35 p.m.

**AGENDA #12 – “Approval of Executive Session Minutes”** – Mrs. Kessler made a motion to approve, as prepared, minutes of a closed meeting held Tuesday, January 18, 2000, but that closed meeting minutes of that date not be opened to the public record at this time. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #13 – “Approval of Personnel Report”** – The CEO presented the following Personnel Report and recommended it be approved.

#### **400.1. Employment of Personnel**

##### **A. Administrative**

1. Karen Coleman: Initial full-time employment as Director of the Learning Resource Center at Lincoln Trail College. Amount: Based upon \$28,000 per fiscal year. Effective: March 1, 2000.

#### **400.2. Contract for CEO**

Approve contract of Terry L. Bruce as presented and discussed for a period of two years, March 1, 2000 to March 1, 2002.

#### **400.3. Contract for FCC President**

Approve contract of William Lex as presented and discussed and extend contract to August of 2001.

#### **400.4. Family & Medical Leave**

##### A. Faculty

1. Diana Fleming, Food Service Technology Instructor at the Robinson Correctional Center. Effective January 14 through February 25, 2000. The requested leave is unpaid.

#### **400.5. 1999-2000 Special Assignment**

##### A. Olney Central College, Extra-Curricular

1. Robert Mason, WYSE Coordinator, \$100.

#### **400.6. Reemployment of Faculty for the 2000-2001 Academic Year**

A. Continuation of Tenure: Bea Abernathy, Charles Acree, Gary Adams, John Arview, Jerry Bayne, Mary Jane Beckett, Lisa Benson, Linda Branch, Judy Brewster, Robert Brosseau, C. Allen Brown, Genevieve Bruce, Frank Brunell, Clyde Buck, James Burnett, Bonnie Burns, Victor Connor, Byford Cook, David Cunningham, David Denton, Lonnie Devin, Kathy Doty, Dan Edwards, Robert Effland, Andrew Ed Fitch, Donald Florida, Jeraldine Frey, Carole Fusco, Peggy Geurin, Darlene Gifford, David Goodson, Scott Hanson, Rod Harmon, Kathryn Harris, Larry Hoeszle, Kathleen Hudson, Russell Jausel, Paul Jenkins, Earl Jennings, Hal Kizer, Linda Kolb, Thomas Kucharik, Howard Lanam, Lucille Lance, Don Leynaud, Larry Markman, Steve Marrs, Searoba Mascher, Don Mersinger, Arthur Miller, Wayne Morris, Kathleen Nelson, Yvonne Newlin, Patricia Owens, Kenneth Paddick, Kay T. Perry, Brenda Phegley, Daniel Polgar, Jason Potts, Judith Puckett, Gaziur Rahman, Diane Reed, Larry Reed, An Roy, Terry Russell, Paul Schnarre, John Schulte, Fred Swappach, Dennis Sileven, Jennifer Spengler, Howard Stearns, John Stencel, Dan Tahtinen, Elizabeth Tate, Teresa Tegeler, William Tucker, Lovell Vallette, Carolyn Von Almen, Sharon Welty, David Wilderman, Mitchell Wolfe.

B. Initial Tenure: Greta Skogseth, Matt Swinford.

C. Non-Tenure: Tom Baird, Dan Bruneau, Sandra Burtron, Matt Fowler, Connie Girten, Randy Hargis, Jeanne Holdren, George Kocher, Robert Mason, Mary McCarthy, Paul McCombs, Cindy Myer, Ryan Petty, Richard Poskin, Randy Questelle, Susan Rhine, Cathy Robb, Paul Sainer, James Tucker, Kristi Urfer.

#### **400.7. Reduction-in-Force**

##### A. Faculty

1. Lisa Brooks, Hospitality Management Instructor.
2. Rebecca Sparks, Nursing Instructor.

#### **400.8. Resignation**

##### A. Faculty

1. Lance Trousedale, Manufacturing Technology Instructor, effective May 12, 2000.

## 400.9 Seniority List

(**Note:** A copy of the Full-Time Faculty Seniority List is attached to the minutes or is on file, marked **Exhibit A** of this date, and is made a part of the minutes by this reference.)

**#13-A. Board Action to Divide the Question:** Ms. Jameson requested that the question be divided to provide for a separate roll call vote on Section 400.7-A-1, Lisa Brooks, reduction-in-force. There being no objection, the Chair directed that the question be divided as requested.

**#13-B. Board Action on 400.1:** Ms. Jameson made a motion to approve the Personnel Report as presented, with the exception of Section 400.7-A-1, Lisa Brooks, reduction-in-force. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#13-C. Board Action on 400.7-A-1:** Miss Wolfe made a motion to approve Section 400.7-A-1 of the Personnel Report, Lisa Brooks, reduction-in-force. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Ms. Jameson. Trustees absent: None. The motion having received 6 yea votes and 1 nay vote, the Chair declared the motion carried.

**AGENDA #14 – “Collective Bargaining”** – None.

**AGENDA #15 – “Litigation”** – None.

**AGENDA #16 – “Acquisition & Disposition of Property”** - None.

**AGENDA #17 – “Other Items”** – Possible dates for a Board Retreat were discussed.

**AGENDA #18 – “Adjournment”** – Dr. Fischer made a motion to adjourn. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared that the “Ayes” have it, the motion is adopted, and the meeting adjourned at 10:45 p.m.

Approved:      Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_

### **Exhibits Attached to Minutes:**

**Exhibit A:** Full-Time Faculty Seniority List.

### **Agenda Item #3**

#### **Recognition**

- A. Visitors and Guests**
- B. IECCEA Representative**

**Agenda Item #4**

**Public Comment**

## **Agenda Item #5**

### **Reports**

- A. Report from Trustees**
- B. Report from Presidents**
- C. Report from George Woods**
- D. Report from Cabinet**

**Agenda Item #6**

**Policy First Readings (and Possible Approval)**

**A. Refund Policy**



## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: March 13, 2000  
RE: Refund Policy

Mr. Chairman, the Student Records Committee, after researching the refund policy of other Illinois community colleges, has recommended the following revised refund policy with approval from the Cabinet after rewording revisions:

### **Proposed Refund Policy**

No refunds will be given after the tenth day of the semester for regular sixteen-week courses. A refund of 100% of the tuition and fees will be made to a student who withdraws the first ten days of a sixteen-week term.

For courses which are offered outside the regular sixteen week schedule, contact the Records Office to determine the refund period.

For your information, I am including the current refund policy.

### **Current Refund Policy**

No refund of tuition or incidental fees will be made to the student who withdraws after the tenth day of classes. A refund of 92 percent of the tuition and fees will be made to the student who withdraws during the first five days of a term. A refund of 84 percent of the tuition and fees will be made to the student who withdraws during the sixth to the tenth days of a term.

TLB/tes

**Agenda Item #7**

**Policy Second Readings**

**None**

**Agenda Item #8**

**Staff Recommendations for Approval**

- A. SCT Contract Amendment**
- B. Approval of PHS Construction Projects**
- C. Resolution to Approve PHS Construction Projects**
- D. Cooperative Agreement with Southwestern Illinois College**
- E. FCC Nursing Building Lease Amendment**
- F. District Calendar Revision for FY2001**

**Agenda Item #8A**

**SCT Contract Amendment**

## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: March 13, 2000  
RE: SCT Contract Amendment

Mr. Chairman, I recommend amending our current SCT Contract to include SCT Imaging software to address the record retention need in human resources, finance, and student records.

TLB/tes

MEMORANDUM

TO: Terry Bruce

FROM: Nancy Allard

SUBJECT: SCT Amendment to Technical Currency Agreement &  
Amendment to Software License & Services Agreement

DATE: February 22, 2000

The BannerQuest software was purchased in the original array of Banner products. BannerQuest has not been provided to IECC because it did not become a proven product.

IECC current status in record retention is over whelming. SCT Imaging software has offered IECC an ultimate opportunity to address this retention need in human resources, finance and student records. This imaging process can be done directly from Banner.

We are recommending applying the \$50,580 IECC current BannerQuest credit to the SCT Imaging software resulting in a net cost of \$21,620. The amendment to the Technical Maintenance Agreement is an annual cost of \$10,920 ending April 30, 2003. This \$10,920 maintenance cost has been reduced from \$11,980 or an annual cost saving of \$1,060.

We are requesting these two amendments be presented at the March board meeting for the Board's consideration.

Thank you.

NA/cr

Attachment



AMENDMENT TO  
TECHNICAL CURRENCY AGREEMENT

SCT SOFTWARE & RESOURCE  
MANAGEMENT CORPORATION  
4 Country View Road  
Malvern, Pennsylvania 19355  
FAX Number (610) 578-7900  
("SCT")

and

ILLINOIS EASTERN COMMUNITY COLLEGE SYSTEM OFFICE  
233 E. Chestnut Street  
Olney, Illinois 62450-2298  
FAX Number (618) 392-4816  
("Licensee")

Original Technical Currency Agreement dated March 24, 1997 (the "TCP Agreement").  
Effective Date of this TCP Amendment (the "TCP Amendment"): \_\_\_\_\_, 2000 (the "Amendment Date").

LICENSEE AND SCT, intending to be legally bound, agree as follows:

1. Defined Terms. Unless specifically defined herein, all terms defined in the TCP Agreement shall have the same meaning when used in this TCP Amendment.

2. Amendment to and Modification of TCP Agreement.

(a) Licensee's termination of its license to use the BannerQuest Systems pursuant to the BannerQuest Termination obligation, set forth in the Amendment to the License Agreement signed contemporaneously with this Amendment, will likewise act to terminate both SCT's obligation, as of the Amendment Date, to provide Technical Currency services for the BannerQuest Systems under the TCP Agreement and Licensee's obligation to pay SCT any further Improvement fees for the BannerQuest Systems.

(b) Except as otherwise set forth in the TCP Amendment, SCT agrees to provide Improvements with respect to the additional Component Systems identified in Exhibit 1, attached to this TCP Amendment (the "TCP Exhibit") on the same terms and conditions as the TCP Agreement for the period and for the fee specified in the TCP Exhibit. The term of the TCP Agreement is deemed to be extended as provided for in the TCP Exhibit for purposes of this TCP Amendment. Any amounts indicated on the TCP Exhibit are in addition to all other amounts payable under the TCP Agreement.

3. Integration Provision. Except as expressly modified by this Amendment, the Agreement shall remain in full force and effect. As of the Amendment Date, the Agreement, as further amended by this Amendment constitutes the entire understanding of the parties as regards the subject matter hereof and cannot be modified except by written agreement of the parties.

IN WITNESS WHEREOF, the parties have set their respective hands and seals below.

**SCT**

**LICENSEE**

By: \_\_\_\_\_

By: \_\_\_\_\_

Donald L. Eisele  
Vice President

\_\_\_\_\_  
(Printed Name and Title of Signatory)







EXHIBIT 1

Licensee: Illinois Eastern Community College System Office

**PARTIAL YEAR PAYMENT/DUE DATE:** \$903 due April 1,2000 for the period from April 1,2000 through / 30,2000

**FIRST ANNUAL CONTRACT YEAR PAYMENT DATE:** April 1,2001

Component System(s)	Contract Year Begins/Ends	Expiration Date	First Annual Contract Year
SCT Imaging	May 1/April 30	April 30, 2003	\$10,920
<b>TOTAL:</b>			<b>\$10,920</b>

The Initial Payment Amount represents the amount due on the First Annual Contract Year Payment Date Improvements for the first full Contract Year. Fees for Improvements for each subsequent Contract Year payable on the anniversary of the First Annual Contract Year Payment Date. Improvement fees for any Cont Year subsequent to the First Annual Contract Year will be specified by SCT in an annual invoice and will increase by more than 10% of the amount payable for Improvements for the immediately preceding Cont Year.

*SCT*

*LICENSEE*

By: \_\_\_\_\_  
Donald L. Eisele  
Vice President

By: \_\_\_\_\_  
\_\_\_\_\_  
(Printed Name of Signatory)

Title: \_\_\_\_\_



**AMENDMENT TO  
SOFTWARE LICENSE &  
SERVICES AGREEMENT**

SCT SOFTWARE & RESOURCE  
MANAGEMENT CORPORATION  
4 Country View Road  
Malvern, Pennsylvania 19355  
FAX Number (610) 578-7900  
("SCT")

and

ILLINOIS EASTERN COMMUNITY COLLEGE SYSTEM OFFICE  
233 E. Chestnut Street  
Olney, Illinois 62450-2298  
FAX Number (618) 392-4816  
("Licensee")

Original Software License & Services Agreement dated March 24, 1997(the "Agreement").  
Effective Date of this Amendment(the "Amendment"): \_\_\_\_\_,2000 (the "Amendment Date").

LICENSEE AND SCT, intending to be legally bound, agree as follows:

1. Defined Terms. Unless specifically defined herein, all terms defined in the Agreement shall have the same meaning when used in this Amendment.

(a) The term "Licensed Software" means, collectively and individually, all software licensed to Licensee by SCT under the Agreement, together with the Component System(s) identified on the attached, and any subsequent, Exhibit 1.

2. Amendment to and Modification of Agreement. In addition to the software systems licensed to Licensee by SCT under the Agreement, SCT grants Licensee the right to use the additional Licensed Software identified on Exhibit 1 attached to this Amendment for the additional fees set forth on Exhibit 1, on the same terms and conditions set forth in the Agreement as modified by Exhibit 1, including without limitation, any software supplements attached to such Exhibit 1 (the "Software Supplements"). To the extent the terms of Exhibit 1 and the Software Supplements contradict the terms of the Agreement, the terms of Exhibit 1 and the Software Supplements shall govern.

3. Exchange of BannerQuest Component Systems for SCT Imaging. In consideration of the right of use of the SCT Imaging Component System set forth in Exhibit 1 Licensee terminates its licenses for the following BannerQuest Component Systems licensed to Licensee under the Agreement: Financial Aid for Windows, Finance for Windows, Human Resources for Windows, Student for Windows, and NLI Software (collectively, the "BannerQuest Systems"). Licensee agrees that the right to use the BannerQuest Systems is terminated in accordance with this Amendment and Licensee must thereupon comply with Sections 10(b) and 10(c) of the Agreement.

4. Integration Provision. Except as expressly modified by this Amendment, the Agreement shall remain in full force and effect. As of the Amendment Date, the Agreement, as further amended by this Amendment constitutes the entire understanding of the parties as regards the subject matter hereof and cannot be modified except by written agreement of the parties.

IN WITNESS WHEREOF, the parties have set their respective hands and seals below.

**SCT**

**LICENSEE**

By: \_\_\_\_\_

Donald L. Eisele  
Vice President

By: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name and Title of Signatory)



**EXHIBIT 1**

Licensee: Illinois Eastern Community College System Office  
Delivery Address: 233 E. Chestnut Street, Olney, IL 62450 2298

**EQUIPMENT:** Host(s) or client server configuration(s) and/or combinations of host(s) and client server configuration(s) within the United States of America for which SCT supports the Licensed Software. Licensee acknowledges that certain Component Systems of the Licensed Software may require specific host or client configurations. Licensee, as soon as reasonably practicable, shall provide a detailed written description of the Equipment so that SCT can confirm that it is a configuration on which SCT supports use of the Licensed Software. SCT will then advise Licensee whether SCT supports or does not support use of the Licensed Software on the proposed configuration. If SCT does not support use of the Licensed Software on the proposed configuration, Licensee must propose a new configuration until SCT does confirm that it supports use of the Licensed Software on the proposed configuration.

**NOTICE:** To use any of the Licensed Software, Licensee must also obtain, install on the Equipment and maintain SCT-supported versions of certain Oracle Corporation database software products and certain software/hardware peripherals. By this notice, SCT is advising Licensee that Licensee should consult with its SCT Professional Services representative to obtain a written listing of such necessary Oracle Corporation database software products and software/hardware peripherals.

**LICENSED SOFTWARE:**

Component System	Source Code Licensed? (yes/no)	Software Suppl't	Fee**
SCT Imaging	Yes	None	\$72,200*
BannerQuest Credit			- \$50,580
<b>TOTAL LICENSE FEE:</b>			<b>\$21,620**</b>

\* Applied toward this license fee is the BannerQuest credit in the amount of \$50,580.

\*\* License Fee valid through March 22, 2000.

**SERVICES:** SCT generally recommends that its clients obtain from SCT implementation/support/training services in connection with the applicable Component System of the Licensed Software:

<u>Component System</u>	<u>No. of Person-hours</u>
-------------------------	----------------------------

SCT Imaging                      Based on number of departments and locations.

Subject to the availability of SCT personnel to provide such services, at Licensee's written request, SCT will provide Licensee with implementation/support/training services, at SCT's then-current rate for such services, or at such other rate as is mutually agreed upon by SCT and Licensee.

**PAYMENT:** For the Component Systems indicated above, Licensee will pay SCT the "TOTAL LICENSE FEE" by not later than thirty (30) days after the Amendment Date. SCT will invoice Licensee for all services and applicable charges on a monthly basis, as SCT renders the services or Licensee incurs the charges, as applicable.

**DELIVERY:** Each of the Component Systems identified above shall be delivered within thirty (30) days following the Amendment Date.

**Number of Software Supplements Attached:**   0

*SCT*

*LICENSEE*

By: \_\_\_\_\_  
Donald L. Eisele  
Vice President

By: \_\_\_\_\_  
\_\_\_\_\_  
(Printed Name of Signatory)

Title: \_\_\_\_\_

**Agenda Item #8B**

**Approval of PHS Construction Projects**

**MEMORANDUM**

TO: Terry Bruce  
FROM: Nancy Allard  
SUBJECT: Protection, Health and Safety Projects  
DATE: March 15, 2000

We are requesting you to present this list of Protection, Health and Safety Construction Projects and the attached resolution to the Board for consideration at the March meeting. The savings provided from the original construction projects bid process are funding these projects.

Replace HVAC System - Richard Mason Building	-FCC	\$263,800
Replace Natatorium Mechanical – LTC		\$272,300
Replace Acoustics and Pool Lighting – LTC		\$102,900
Repair Structural System and Metal Components – LTC		\$171,400
Gymnasium Floor Replacement – OCC		\$356,500
Replace HVAC Systems – Student Union, Physical Plant, Applied Arts-WVC		\$145,200
Total estimated cost including fees and contingency		\$1,312,100

NA/cr

Attachment

**CAPITAL PROJECT APPLICATION FORM**  
(One Application Form per Project)

District/College and District #529 Illinois Eastern Community Colleges  
Contact Person Nancy Allard Phone # 618/393-2982  
Project Title PHS Construction Projects  
Project Budget \$800,000 ( ) check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2 Date March 21, 2000

**Application Type (check the appropriate application type and follow instructions):**

- Locally Funded New Construction--complete/submit Sections I, II and III.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.
- Protection, Health and Safety--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
- ADA Project--complete/submit Section I, Attachment ADA and the Architect Recommendation form.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

**Section II**

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes \_\_\_ No \_\_\_  
If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?  
Yes \_\_\_ No \_\_\_  
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)  
\_\_\_\_\_

**Section III**

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)



**Attachment #2**  
**Funding Source**

**District/College Name** \_\_\_\_\_  
**Project Name** \_\_\_\_\_

**Check the source(s) of funds :**

Available fund balance \_\_\_\_\_  Fund name(s): Protection, Health & Safety  
(Including excess funds from  
previously approved protection,  
health, and safety projects)

Bond Proceeds \_\_\_\_\_ Type of bond issuance(s): \_\_\_\_\_  
(including protection, health,  
and safety bonds)

Protection, Health and \_\_\_\_\_ Tax rate/fiscal year: \_\_\_\_\_  
Safety Tax Levy  
(ILCS 805/3-20.3.01)

Contract for Deed \_\_\_\_\_ Term of Contract for Deed in months: \_\_\_\_\_  
(ILCS 805/3-36)

Lending Arrangement with a \_\_\_\_\_ Term of Lending Arrangements in months: \_\_\_\_\_  
Financial Institution  
(ILCS 805/3-37)

Lease Agreement \_\_\_\_\_ Term of Lease in months: \_\_\_\_\_  
(ILCS 805/3-38)

Capital Renewal Funding \_\_\_\_\_ Proposed Fiscal Year Source(s): \_\_\_\_\_

ADA \_\_\_\_\_  
Access for All Funding \_\_\_\_\_ Proposed Fiscal Year Source(s): \_\_\_\_\_

Mechanical Equipment and Ductwork	\$ 198,000
Miscellaneous General Work	20,000
Subtotal	\$ 218,000
Contingency	21,800
A/E Compensation	24,000
Project Cost	\$ 263,800

	\$ 180,000
Miscellaneous General Work	20,000
Upgrade Electrical Service	25,000
Subtotal	\$ 225,000
Contingency	22,500
A/E Compensation	24,800
Project Cost	\$ 272,300

	\$	50,000
Replace Pool		35,000
Lighting		
Subtotal	\$	85,000
Contingency		8,500
A/E Compensation		9,400
Project Cost	\$	102,900

	\$	93,500
Replace Stairs		15,000
Repair/Replace Damaged Wall Panels		33,100
Subtotal	\$	141,600
Contingency		14,200
A/E Compensation		15,600
Project Cost	\$	171,400

	\$	224,500
Install New Gymnasium Floor System		70,100
Subtotal	\$	294,600
Contingency		29,500
A/E Compensation		32,400
Project Cost	\$	356,500

	\$	95,000
New HVAC - Student Union		10,000
New HVAC - Physical Plant		15,000
Subtotal	\$	120,000
Contingency		12,000
A/E Compensation		13,200
Project Cost	\$	145,200

**Agenda Item #8C**

**Agenda Item #8C**

**Resolution to Approve PHS Construction Projects**

**RESOLUTION TO APPROVE PHS CONSTRUCTION PROJECTS, FY2000**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, the projects recommended for repair and alterations are:

Replace HVAC System - Richard Mason Building -FCC	\$218,000
Replace Natatorium Mechanical – LTC	\$225,000
Replace Acoustics and Pool Lighting – LTC	\$ 85,000
Repair Structural System and Metal Components – LTC	\$141,600
Gymnasium Floor Replacement – OCC	\$294,600
Replace HVAC Systems – Student Union, Physical Plant, Applied Arts - WVC	\$120,000
Contingency & Fees	<u>\$227,900</u>
Total	\$1,312,100

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.



3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
5. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Adopted March 21, 2000

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Mr. James Lane, Chairperson  
Community College District 529

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Harry Hillis, Secretary  
Community College District 529

**Agenda Item #8D**

**Cooperative Agreement with Southwestern Illinois College  
(formerly Belleville Area College)**

## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: March 13, 2000  
RE: Cooperative Agreement with Southwestern Illinois College

Mr. Chairman, I recommend approval of the cooperative agreement with Southwestern Illinois College.

TLB/tes

**A JOINT AGREEMENT FOR EDUCATION COOPERATION**  
between  
ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529  
and  
SOUTHWESTERN ILLINOIS COLLEGE, DISTRICT #522

This agreement is made this 15<sup>th</sup> day of March, 2000 and entered into between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, and SOUTHWESTERN ILLINOIS COLLEGE, DISTRICT #522, for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

**PURPOSE**

It is the desire of the Districts entering into this agreement to expand educational services to the greatest number of students. The parties believe this agreement should be one of the means of implementing the State of Illinois Master Plan – Phase III in accomplishing a viable method of cooperation between the Parties involved in the agreement.

**INSTITUTIONAL IDENTIFICATION**

For the purposes of this agreement, the College district sending the students to another college will be referred to as the “Sending District”, and the college receiving students from another district will be referred to as the “Receiving District”.

**EDUCATIONAL PROGRAMS**

SOUTHWESTERN ILLINOIS COLLEGE, DISTRICT #522, agrees to accept students from ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, in the following programs:

Aviation Maintenance Technology	AAS Degree/Certificate
Aviation Pilot Training	Certificate
Construction Management Tech	AAS Degree
Deckhand Studies	Certificate
Desktop Publishing	AAS Degree
Engineering Technology	AAS Degree
Fire Science	AAS Degree/Certificate
Health Information Technology	AAS Degree
Horticulture	AAS Degree/Certificate
Industrial Electrician	AAS Degree/Certificate
Industrial Electronics/Instrumentation	AAS Degree/Certificate
Industrial Metalworking	AAS Degree/Certificate
Industrial Pipefitting	AAS Degree/Certificate
Major Appliance Technology	AAS Degree/Certificate
Massage Therapy	Certificate
Medical Assistant	AAS Degree/Certificate
Medical Laboratory Technology	AAS Degree
Paralegal Studies	AAS Degree
Paramedic	AAS Degree
Physical Therapist Assistant	AAS Degree
Process Operations Technology	Certificate
Respiratory Care Technology	Certificate

Sign Language/Basic Communication  
Sign Language/Interpreter  
Ward Clerk  
Webmaster

Certificate  
AAS Degree  
Certificate of Completion  
Certificate

## STUDENT ENROLLMENT AND RESPONSIBILITY

Students wishing to pursue a program contained in this agreement may enroll in the college offering the program. The students will pay tuition, fees and any other charges applicable to the Receiving District's students. The students from the Sending District will assume the same responsibilities and comply with the same rules and regulations as in-district students of the Receiving District.

Students shall be responsible and liable for their own transportation in destination to and from both the Sending and Receiving College.

## RECEIVING DISTRICT'S RESPONSIBILITIES

The Receiving District shall provide access to its Learning Resources Center and other instructional resources, and provide counseling-guidance, placement, follow-up and other services that will facilitate the learning process for students from the Sending District equal to those provided for any other student on its campus.

The Receiving District will maintain the official records which include the student's transcript, grades and other related records. The records and transcripts will clearly identify the fact that the student attended under the terms of the cooperative agreement. The Receiving College will award any certificate or degree earned by the student, while informing the Sending College of the award.

The Receiving District shall, at the end of each term, provide the Sending District with a listing of the Sending District's students and the number of hours they were enrolled during the preceding term.

## **FINANCE**

The Receiving District shall claim apportionment (excluding equalization), DAVTE reimbursement and other state and any other federal reimbursement normally received for a student of its district. The Sending District will claim equalization, if appropriate. The Sending District will not pay charge-back to the Receiving College for any programs contained in this agreement.

If a student from the Sending District enrolls in a program listed in this agreement and consequently changes his/her program to pursue a degree or certificate in a program not included, this agreement shall cease to be in effect concerning that student.

## PUBLICITY AND CATALOG

The Sending College will list the educational programs of the Receiving College, which are included in this agreement, in its catalog and other informational brochures. Recruitment will be a coordinated effort with prior arrangements being made.

## AMENDMENTS TO AGREEMENT

This agreement will be reviewed as needed to make any revisions, additions or deletion of program or changes within a program.

## TERMINATION

This agreement shall be terminated at any time by either ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, or SOUTHWESTERN ILLINOIS COLLEGE, DISTRICT #522. In the event of such termination, students who have entered the educational programs covered under this agreement shall be allowed to complete said program.

The following commit the aforementioned agencies to this joint agreement:

ILLINOIS EASTERN COMMUNITY COLLEGES  
District #529

SOUTHWESTERN ILLINOIS COLLEGE  
District #522.

\_\_\_\_\_  
Chairman, Board of Trustees                      Date

\_\_\_\_\_  
Chairman, Board of Trustees                      Date

\_\_\_\_\_  
Secretary, Board of Trustees                      Date

\_\_\_\_\_  
Secretary, Board of Trustees                      Date

Illinois Eastern Community Colleges and Southwestern Illinois College do not discriminate on the basis of race, color, religion, sex, age, disability, or national origin.

**Agenda Item #8E**

**FCC Nursing Building Lease Amendment**



## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: March 13, 2000  
RE: FCC Nursing Building Lease

Mr. Chairman, I recommend approval of amendment to the lease for the Frontier Community College Nursing Building. This will extend the lease from May 1, 2000 through June 30, 2001.

TLB/tes

MEMORANDUM

TO: Terry Bruce  
FROM: Nancy Allard  
SUBJECT: FCC Nursing Building Lease  
DATE: March 13, 2000

Attached is an amendment to the lease for the Frontier Community College Nursing Building. This will extend the lease from May 1, 2000 through June 30, 2001. Both parties are in agreement to this change.

We are requesting this amendment be presented to the Board for consideration at the March board meeting.

NA/cr

**AMENDMENT TO LEASE AGREEMENT**

The Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2000, by and between Lowell Fansler, Trustee under the will of Alva C. Davis, herein referred to as "Lessor" and Illinois Eastern Community Colleges, Dist. #529, herein referred to as "Lessee."

Whereas, on April 26, 1996, the Estate of Alva C. Davis and the Trustees under the will of Alva C. Davis as Lessors and Illinois Eastern Community Colleges, Dist. #529, as Lessee, entered into a Lease Agreement pertaining to the real estate described on the attached copy of a deed shown as exhibit "A";

Whereas, the Estate of Alva C. Davis has been closed and Lowell Fansler, Trustee under the will of Alva C. Davis has full authority to enter into any agreements with respect to said real estate; and

Whereas, it is the desire of Lessor and Lessee to enter into an amendment to said Lease Agreement;

Now, therefore, in consideration for the mutual covenants and agreements contained herein, the parties agree as follows:

Lessor and Lessee agree to extend the above mentioned Lease Agreement for a period of thirteen months from May 1, 2000 until June 1, 2001 upon the same terms and conditions as currently exist in said Lease Agreement. This amendment shall be considered an extension of the original term of said Lease Agreement. All other provisions of said Lease Agreement shall be adjusted to reflect the new termination date of the original term of said Lease Agreement as extended.

Executed the date first above written.

\_\_\_\_\_

**Lowell Fansler, Trustee of under the Will**

Of Alva C. Davis, as Lessor

Illinois Eastern Community Colleges, Dist. #529, as Lessee

By \_\_\_\_\_  
Chairman of the Board of Trustees

Attest:

By \_\_\_\_\_  
Secretary of the Board of Trustees

**Agenda Item #8F**

**District Calendar Revision for February 2001**

## MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: March 15, 2000

RE: District Calendar Change for February 2001

I would like the Board to consider exchanging our holiday from its current Lincoln's Birthday to Presidents' Day, which we do not observe. Therefore, this would be an exchange of the holidays.

Many of the local school districts are changing from Lincoln's Birthday to Presidents' Day. The State of Illinois has changed the statutory requirements for Lincoln's Birthday, allowing the change. To be consistent, I believe we should make our holidays correspond with the local school districts. This will also put us on the same schedule with the banks and the post office.

Since this change requires the assent of the union, this change would be subject to later approval by the union. However, because we are about to print the district schedule, I would like the Board's contingent approval for this exchange of holidays.

TLB/tes

Bid Committee Report  
March 21, 2000

Wabash Valley College

1. Fitness Center Equipment

TO: Board of Trustees  
FROM: Bid Committee  
SUBJECT: Bid Recommendation – Fitness Center Equipment for Wabash Valley College  
DATE: March 10, 2000

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

Bid Committee recommends acceptance of the low bid received that meets all specifications from ProMaxima Manufacturing, LTD, in Houston Texas for a total of \$18,965.00.

Bid tabulation is attached.

Respectfully submitted,

Nancy Allard  
Harry Benson  
Harry Hillis, Jr.  
Cindy Walls

Source of Funds: Fitness Center Department and \$15,000 from sale of old equipment

Rationale for Purchase: To replace old equipment with new, modern, up-to-date designs.

The "Advertisement for Bids" was placed in the Olney Daily Mail for one (1) day.

**Fitness Center Equipment Bid Specifications:**

(All model numbers and descriptions listed is ProMaxima Fitness Equipment)

**Equivalent models require accompanying descriptive literature.**

**Quantity – One of each**

ProMaxima Equipment or Equivalent

<u>Item #</u>	<u>Description</u>	<u>Bid Amount</u>
1	P-145 Seated Leg Extension w/ 300 lb weight stack w/ range of motion & limiter	_____
2	P-143 Multi-Hip w/ 225 lb weight stack w/ range of motion & adjustable height w/ counter balance	_____
3	P-128 Lower back w/ 225 lb weight stack w/ range of motion & limiter	_____
4	P-144 Seated row w/ 225 lb weight stack	_____
5	P-132 Abdominal curl w/ 225 lb weight stack w/ range of motion & limiter	_____
6	P-105 Shoulder press w/ 225 lb weight stack	_____
7	P-102 Seated vertical chest w/ 300 lb weight stack w/ pre-stretch entry/ exit lever	_____
8	P-103 Pectoral butterfly w/ 225 lb weight stack w/ range of motion	_____
9	P-122 Cable cross-over w/ 2-150 lb weight stacks Attachments: Revolving curl bar & Tricep rope pull down	_____
10	P-131 Seated leg curl w/ 225 lb weight stack w/ range of motion	_____
11	P-107 Hi lat pull down w/ 225 lb weight stack	_____
12	P-171 Leg press w/ 300 lb weight stack	_____
13	PL-4 Super power rack	_____
14	PW-22 Preacher curl (or Scott curl) With: Olympic EZ curl bar	_____
15	PW-35 Flat work bench	_____
16	FW-68 Adjustable incline/decline bench w/ wheels	_____
17	FW-23 Hip flexion (knee raise)	_____
18	FW-78 45 degree hyperextension bench	_____
19	FW-30 Adjustable decline sit up bench	_____
20	FW-32 Abdominal crunch bench	_____
21	FW-76 Plate rack	_____

ALL FREIGHT, DELIVERY AND SET UP CHARGES ARE INCLUDED IN BID. OUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL PACKAGE \$ \_\_\_\_\_ or ITEM #'s \_\_\_\_\_ = \$ \_\_\_\_\_

COMPANY \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

Note: Please submit bid in **duplicate**.



Wabash Valley College  
Fitness Center Equipment  
Bid Tabulation

Item #		US Fitness Products Raleigh, NC	Paramount Innovative Strength Systems Bloomington, IL	ProMaxima Manufacturing, LTD. Houston, TX	Fitness Factory Outlet' Forest Park, IL
1	Seated Leg Extension	\$2009.29	1869.00	1495.00	1395.00
2	Multi-Hip Weight Stack	2109.29	1151.00	1495.00	1295.00
3	Lower Back Weight Stack	1809.29	1277.00	1295.00	1395.00
4	Seated Row Weight Stack	1809.29	1694.50	1295.00	1295.00
5	Abdominal Curl Weight Stack	1809.29	1204.00	1295.00	1295.00
6	Shoulder Press	2009.29	1137.50	1295.00	1295.00
7	Seated Vertical Chest	2009.29	1974.50	1295.00	1395.00
8	Pectorial Butterfly	2009.29	1204.00	1295.00	1295.00
9	Cable Cross Over	2409.29	2299.50	995.00	1650.00
10	Seated Leg Curl	2109.29	2016.00	1495.00	1295.00
11	Hi Lat Pull Down	1409.95	1256.50	895.00	1395.00
12	LegPress	2309.95	1396.50	1495.00	1395.00
13	Super Power	1009.95	801.50	450.00	379.00
14	Preacher Curl	409.95	386.50	225.00	189.00
15	Flat Work Bench	209.95	167.50	75.00	109.00
16	Adj. Incline/decline	509.29	395.50	225.00	349.00
17	Hip Flexion	509.29	346.50	195.00	219.00
18	Degree Hyperextension bench	509.29	346.50	275.00	179.00
19	Adjustable Decline Situp Bench	509.29	346.50	165.00	149.00
20	Abdominal Crunch Bench	239.29	346.50	90.00	119.00
21	Plate Rack	224.29	201.00	75.00	59.00
Delivery /Frt. Set up			3500.34	1550.00	2400.00
Total Bid		\$27,943.39	\$25,318.34	\$18,965.00	\$20,546.00



**Agenda Item #10**

**District Finance**

- A. Financial Report**
- B. Approval of Financial Obligations**

ILLINOIS EASTERN COMMUNITY COLLEGES

DISTRICT 529

TREASURER'S REPORT February 29, 2000

<u>FUND</u>	<u>BALANCE</u>
Educational	\$1,144,736.59
Operations & Maintenance	\$136,903.28
Operations & Maintenance (Restricted)	\$218,805.24
Bond & Interest	\$37,545.52
Auxiliary	\$34,155.25
Restricted Purposes	\$315,405.11
Working Cash	\$449.03
Trust & Agency	\$42,020.61
Audit	\$12,946.22
Liability, Protection & Settlement	\$101,557.46
<b>TOTAL ALL FUNDS</b>	<b><u>\$2,044,524.31</u></b>

Respectfully submitted,

Marilyn Grove, Treasurer

**LIST OF INVESTMENTS  
February, 2000**

<b>Date Purchased</b>	<b>Maturity Date</b>	<b>Rate of Interest</b>	<b>Bank</b>	<b>Cost</b>	<b>Value</b>	<b>Interest to be Earned</b>
<b>Education Fund</b>						
5/5/99	5/5/2000	5.06	Civitas Bank (CD)	32,000	33,619	1,619
11/18/99	6/18/00	5.75	Old National Bank (CD)	1,500,000	1,550,313	50,313
2/22/00	7/22/00	6.03	First National Bank in Olney (CD)	1,500,000	1,537,688	37,688
<b>Operations &amp; Maintenance Fund</b>						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	250,000	256,167	6,167
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	400,000	408,013	8,013
<b>Operations &amp; Maintenance Fund (Rest)</b>						
11/9/99	4/11/00	6.02	Trust Bank (CD)	600,000	615,240	15,240
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	500,000	531,300	31,300
<b>Auxiliary Fund</b>						
11/9/99	4/11/00	6.02	Trust Bank (CD)	500,000	512,700	12,700
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	300,000	318,780	18,780
<b>Restricted Purposes</b>						
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	250,000	255,008	5,008
<b>Working Cash Fund</b>						
12/16/98	6/16/00	5.10	Old National Bank (CD)	1,515,000	1,630,898	115,898
10/20/99	4/20/01	5.95	Citizens National Bank of Albion (CD)	675,000	735,244	60,244
10/20/99	6/18/00	5.95	Civitas Bank (CD)	28,000	29,111	1,111
11/18/99	6/18/00	5.75	Old National Bank (CD)	10,000	10,335	335
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	20,000	20,493	493
2/22/00	5/22/00	5.87	Community Bank & Trust (CD)	10,000	10,147	147
<b>Trust &amp; Agency Fund</b>						
5/5/99	5/5/2000	5.06	Civitas Bank (CD)	118,000	123,971	5,971
<b>Liability &amp; Protection Fund</b>						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	100,000	102,467	2,467
2/22/00	8/22/00	6.75	Heritage National Bank (CD)	100,000	103,375	3,375

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

GENERAL FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	2,407,000.00	2,355,819.61	-51,180.39	-2.126
STATE GOVT SOURCES	11,982,378.00	8,973,943.13	-3,008,434.87	-25.107
STUDENT TUITION & FEES	4,606,000.00	5,287,715.12	681,715.12	14.801
SALES & SERVICE FEES	.00	.00	.00	.000
FACILITIES REVENUE	40,000.00	16,973.50	-23,026.50	-57.566
INVESTMENT REVENUE	50,000.00	81,631.56	31,631.56	63.263
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	.00	.00	.000
OTHER REVENUES	100,000.00	166,455.25	66,455.25	66.455
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	19,185,378.00	16,882,538.17	-2,302,839.83	-12.003
EXPENDITURES:				
INSTRUCTION	8,306,234.84	5,348,474.60	-2,957,760.24	-35.609
ACADEMIC SUPPORT	559,462.02	345,341.73	-214,120.29	-38.273
STUDENT SERVICES	969,054.04	633,980.73	-335,073.31	-34.577
PUBLIC SERV/CONT ED	65,539.00	45,160.39	-20,378.61	-31.094
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,544,584.00	1,397,696.81	-1,146,887.19	-45.072
INSTITUTIONAL SUPPORT	4,502,442.10	2,261,383.48	-2,241,058.62	-49.774
SCH/STUDENT GRNT/WAIVERS	1,827,000.00	2,346,616.46	519,616.46	28.441
	-----	-----	-----	-----
TOTAL EXPENDITURES:	18,774,316.00	12,378,654.20	-6,395,661.80	-34.066
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	576,890.00	716,890.00	140,000.00	24.268
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	576,890.00	716,890.00	140,000.00	24.268
NET INCREASE/DECREASE IN NET ASSETS				
	-165,828.00	3,786,993.97	3,952,821.97	#####

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

OBM RESTRICTED

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	1,867,178.00	67,178.00	-1,800,000.00	-96.402
INVESTMENT REVENUE	.00	33,049.29	33,049.29	#####
OTHER REVENUES	.00	10,963.70	10,963.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,867,178.00	111,190.99	-1,755,987.01	-94.045
EXPENDITURES:				
OPER & MAINT PLANT	1,493,254.00	133,403.15	-1,359,850.85	-91.066
INSTITUTIONAL SUPPORT	2,208,133.00	194,916.28	-2,013,216.72	-91.173
	-----	-----	-----	-----
0TOTAL EXPENDITURES:	3,701,387.00	328,319.43	-3,373,067.57	-91.130
NET INCREASE/DECREASE IN NET ASSETS	-1,834,209.00	-217,128.44	1,617,080.56	88.162

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

BOND AND INTEREST

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,330,085.00	1,311,399.25	-18,685.75	-1.405
INVESTMENT REVENUE	.00	1,800.92	1,800.92	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,330,085.00	1,313,200.17	-16,884.83	-1.269
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,309,776.00	1,236,155.25	-73,620.75	-5.621
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,309,776.00	1,236,155.25	-73,620.75	-5.621
NET INCREASE/DECREASE IN NET ASSETS	20,309.00	77,044.92	56,735.92	279.363



ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

AUXILIARY FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STUDENT TUITION & FEES	760,175.00	151,823.56	-608,351.44	-80.028
SALES & SERVICE FEES	2,538,873.00	1,593,873.77	-944,999.23	-37.221
FACILITIES REVENUE	1,800.00	707.00	-1,093.00	-60.722
INVESTMENT REVENUE	.00	24,267.81	24,267.81	#####
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	12,000.00	12,000.00	#####
OTHER REVENUES	710,881.00	-49,575.38	-760,456.38	#####
	-----	-----	-----	-----
TOTAL REVENUES:	4,011,729.00	1,733,096.76	-2,278,632.24	-56.799
AUXILIARY ENTERPRISES:				
SALARIES	1,139,431.35	573,691.99	-565,739.36	-49.651
EMPLOYEE BENEFITS	67,590.00	34,979.81	-32,610.19	-48.247
CONTRACTUAL SERVICES	292,478.50	124,479.02	-167,999.48	-57.440
GEN. MATERIAL & SUPPLIES	2,843,899.70	1,335,693.48	-1,508,206.22	-53.033
CONF/TRAVEL MEETING EXPENSE	236,012.00	112,139.36	-123,872.64	-52.486
FIXED CHARGES	38,700.00	10,884.85	-27,815.15	-71.874
UTILITIES	25,543.45	5,545.52	-19,997.93	-78.290
CAPITAL OUTLAY	388,210.00	71,158.70	-317,051.30	-81.670
INTERFUND TRANSFERS	716,890.00	-716,890.00	-1,433,780.00	#####
OTHER EXPENDITURES	352,507.00	105,213.75	-247,293.25	-70.153
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	6,101,262.00	1,656,896.48	-4,444,365.52	-72.843
NET INCREASE/DECREASE IN NET ASSETS	-2,089,533.00	76,200.28	2,165,733.28	#####

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

WORKING CASH

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	140,000.00	68,449.03	-71,550.97	-51.108
	-----	-----	-----	-----
TOTAL REVENUES:	140,000.00	68,449.03	-71,550.97	-51.108
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-140,000.00	.00	140,000.00	100.000
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-140,000.00	.00	140,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	280,000.00	68,449.03	-211,550.97	-75.554

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	40,000.00	37,111.70	-2,888.30	-7.221
INVESTMENT REVENUE	.00	530.66	530.66	#####
	-----	-----	-----	-----
TOTAL REVENUES:	40,000.00	37,642.36	-2,357.64	-5.894
EXPENDITURES:				
INSTITUTIONAL SUPPORT	21,000.00	22,171.89	1,171.89	5.580
	-----	-----	-----	-----
TOTAL EXPENDITURES:	21,000.00	22,171.89	1,171.89	5.580
NET INCREASE/DECREASE IN NET ASSETS	19,000.00	15,470.47	-3,529.53	-18.576

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 29-FEB-2000  
Percentage of time remaining through the Budget: 33.425

LPS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	450,000.00	444,322.11	-5,677.89	-1.262
INVESTMENT REVENUE	.00	6,142.84	6,142.84	#####
	-----	-----	-----	-----
TOTAL REVENUES:	450,000.00	450,464.95	464.95	.103
EXPENDITURES:				
INSTITUTIONAL SUPPORT	613,546.00	162,453.65	-451,092.35	-73.522
	-----	-----	-----	-----
TOTAL EXPENDITURES:	613,546.00	162,453.65	-451,092.35	-73.522
NET INCREASE/DECREASE IN NET ASSETS	-163,546.00	288,011.30	451,557.30	#####



ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999)  
 (Amounts expressed in dollars)

Governmental Fund Types

	Current Year 2000	Prior Year 1999
<hr/>		
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	1,967,899	5,754,866
CASH IN BANK		
IMPREST FUND	1,000	1,100
CHECK CLEARING	2,000	2,000
INVESTMENTS	5,832,000	1,000,000
RECEIVABLES	1,179,417	5,371,882
INTERFUND RECEIVABLES	627	6,067
	<hr/>	<hr/>
TOTAL ASSETS AND OTHER DEBITS:	8,982,944	12,135,915
 Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	55,143	48,153
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-529,522	1,443
ACCRUED EXPENSE		
INTERFUND PAYABLES	627	6,067
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	495,229	
	<hr/>	<hr/>
TOTAL LIABILITIES:	21,476	4,194,122
 EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	4,982,035	2,110,625
RESERVE FOR ENCUMBRANCES	3,979,433	5,831,168
	<hr/>	<hr/>
TOTAL EQUITY AND OTHER CREDITS:	8,961,468	7,941,793
	<hr/>	<hr/>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	8,982,944	12,135,915
	=====	=====

ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999)  
 (Amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2000	Prior Year 1999
<b>ASSETS and OTHER DEBITS:</b>		
<b>ASSETS:</b>		
CASH	34,155	-864,704
CASH IN BANK		
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	800,000	1,100,000
RECEIVABLES	171,400	49,873
INTERFUND RECEIVABLES		
INVENTORY	371,248	348,431
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>1,397,304</b>	<b>654,100</b>
<b>Liabilities, equity and other credits</b>		
<b>LIABILITIES:</b>		
PAYROLL DEDUCTIONS PAYABLE		
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	-14,360	-11,235
ACCRUED EXPENSE		
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
<b>TOTAL LIABILITIES:</b>	<b>-14,360</b>	<b>-11,235</b>
<b>EQUITY AND OTHER CREDITS:</b>		
INVESTMENT IN PLANT	1,333,763	899,315
CONTROL ACCOUNTS BALANCE	77,901	-233,980
<b>BALANCE</b>		
<b>Fund Balances:</b>		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
<b>TOTAL EQUITY AND OTHER CREDITS:</b>	<b>1,411,664</b>	<b>665,335</b>
<b>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</b>	<b>1,397,304</b>	<b>654,100</b>
=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999)  
 (Amounts expressed in dollars)

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2000	Prior Year 1999
<hr/>				
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	449	42,021	42,470	130,459
CASH IN BANK		--		
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,258,000	218,000	2,476,000	2,325,000
RECEIVABLES		5,860	5,860	
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	<hr/> 2,258,449	<hr/> 265,881	<hr/> 2,524,330	<hr/> 2,455,459
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
CURRENT OBLIGATIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		<hr/> 139,950	<hr/> 139,950	<hr/> 139,950
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
CONTROL ACCOUNTS BALANCE		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,258,449	115,503	2,373,952	2,306,387
RESERVE FOR ENCUMBRANCES		10,428	10,428	9,121
TOTAL EQUITY AND OTHER CREDITS:	<hr/> 2,258,449	<hr/> 125,931	<hr/> 2,384,380	<hr/> 2,315,509
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<hr/> 2,258,449	<hr/> 265,881	<hr/> 2,524,330	<hr/> 2,455,459
	=====	=====	=====	=====



ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999)  
 (Amounts expressed in dollars)

Memorandum Only

	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	2,044,524	5,020,621
CASH IN BANK		
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	9,108,000	4,425,000
RECEIVABLES	1,356,678	5,421,755
INTERFUND RECEIVABLES	627	6,067
INVENTORY	371,248	348,431
TOTAL ASSETS AND OTHER DEBITS:	12,904,577	15,245,474
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	55,143	48,153
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-543,882	-9,792
ACCRUED EXPENSE		
INTERFUND PAYABLES	140,577	146,017
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	495,229	
TOTAL LIABILITIES:	147,066	4,322,837
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	899,315
CONTROL ACCOUNTS BALANCE	77,901	-233,980
BALANCE		
Fund Balances:		
FUND BALANCE	7,355,987	4,417,012
RESERVE FOR ENCUMBRANCES	3,989,861	5,840,290
TOTAL EQUITY AND OTHER CREDITS:	12,757,512	10,922,637
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	12,904,577	15,245,474
	=====	=====

ILLINOIS EASTERN COMMUNITY COLLEGES  
OPERATING FUNDS  
COMPARISON REPORT FY98-00

College	Category	FISCAL YEAR 1998			FISCAL YEAR 1999			FISCAL YEAR 2000				Summer & Fall Hours	Cost per Semester Hour
		Annual Budget	Spent Thru February	% of Bdgt	Annual Budget	Spent Thru February	% of Bdgt	Annual Budget	Spent Thru February	% of Bdgt	% of Year		
Frontier	Bills		\$308,729			\$279,364		\$794,801					
	Payroll		891,461			949,925		1,029,812					
	Totals	\$1,982,133	1,200,190	61%	\$2,077,018	1,229,289	59%	\$2,638,593	1,824,613	69%	66%	14,048	\$129.88
Lincoln Trail	Bills		462,857			472,886		799,499					
	Payroll		1,059,567			1,162,671		1,438,737					
	Totals	2,602,512	1,522,424	58%	2,697,681	1,635,557	61%	3,250,689	2,238,236	69%	66%	11,748	190.52
Olney Central	Bills		582,980			481,550		818,202					
	Payroll		1,644,763			1,690,797		2,040,352					
	Totals	3,700,904	2,227,743	60%	3,761,268	2,172,347	58%	4,484,872	2,858,554	64%	66%	18,666	153.14
Wabash Valley	Bills		467,293			377,230		685,989					
	Payroll		1,283,040			1,365,264		1,624,750					
	Totals	2,822,934	1,750,333	62%	2,944,978	1,742,494	59%	3,694,006	2,310,739	63%	66%	16,053	143.94
Workforce Educ.	Bills		158,479			151,416		650,978					
	Payroll		789,828			791,198		588,762					
	Totals	1,608,675	948,307	59%	1,769,316	942,614	53%	1,619,930	1,239,740	77%	66%	12,293	100.85
District Office	Bills		180,483			152,214		170,713					
	Payroll		434,917			429,479		487,096					
	Totals	910,368	615,400	68%	924,251	581,693	63%	1,067,666	657,809	62%	66%		
District Wide	Bills		1,282,291			561,702		910,889					
	Payroll		157,217			180,764		338,074					
	Totals	2,037,720	1,439,508	71%	1,407,496	742,466	53%	2,018,560	1,248,963	62%	66%		
O & M	Bills												
	Payroll												
	Totals												
GRAND TOTALS		15,665,246	9,703,905	62%	15,582,008	9,046,460	58%	18,774,316	12,378,654	66%	66%	72,808	170.02

Excludes DOC



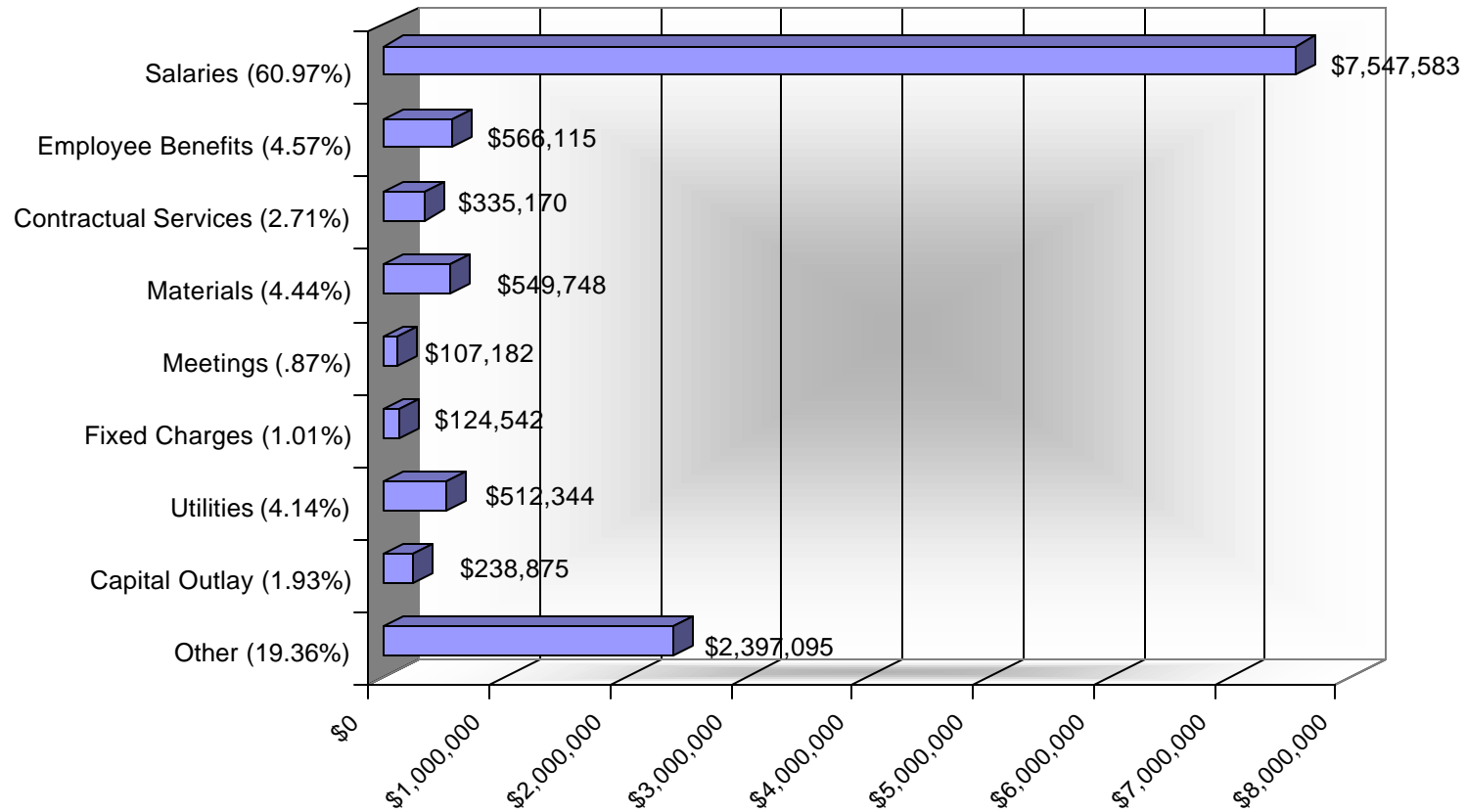
ILLINOIS EASTERN COMMUNITY COLLEGES  
OPERATING FUNDS  
ANNUAL COMPARISON REPORT FY96-97

FISCAL YEAR 1996

FISCAL YEAR 1997

College	Category	Annual Budget	Spent Thru FY96	% of Bdgt.	Annual Budget	Spent Thru FY97	% of Bdgt.
Frontier	Bills		280,697			329,606	
	Payroll		1,261,346			1,329,343	
	Totals	1,584,532	1,542,043	97%	1,669,767	1,658,949	99%
Lincoln Trail	Bills		376,901			413,208	
	Payroll		1,451,821			1,469,308	
	Totals	1,910,994	1,828,722	96%	1,891,732	1,882,516	100%
Olney Central	Bills		508,385			587,464	
	Payroll		2,444,855			2,436,174	
	Totals	2,992,001	2,953,240	99%	3,051,721	3,023,638	99%
Wabash Valley	Bills		414,722			375,255	
	Payroll		1,827,712			1,803,006	
	Totals	2,282,100	2,242,434	98%	2,216,259	2,178,261	98%
Workforce Educ.	Bills		195,431			229,218	
	Payroll		1,301,780			1,391,784	
	Totals	1,519,113	1,497,211	99%	1,534,554	1,621,002	106%
District Office	Bills		210,287			230,566	
	Payroll		601,776			639,092	
	Totals	816,740	812,063	99%	904,204	869,658	96%
District Wide	Bills		520,503			933,803	
	Payroll		211,558			259,357	
	Totals	838,763	732,061	87%	1,378,951	1,193,160	87%
O & M	Bills		1,248,157			1,199,831	
	Payroll		594,759			618,734	
	Totals	1,908,058	1,842,916	97%	1,904,920	1,818,565	95%
GRAND TOTALS		13,852,301	13,450,690	97%	14,552,108	14,245,749	98%

## Illinois Eastern Community Colleges FY2000 Operating Funds



Illinois Eastern Community Colleges Dist. #529  
As of February 29, 2000 - \$12,378,654



**Agenda Item #11**

**Chief Executive Officer's Report**

**Agenda Item #12**

**Executive Session**



**Agenda Item #13**

**Approval of Executive Session Minutes**

**Agenda Item #14**

**Approval of Personnel Report**

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Terry Bruce  
**DATE:** March 16, 2000  
**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. The resignation letters and external report will be mailed with the employment packets.

mk

Attachment

# **PERSONNEL REPORT**

## **INDEX**

**400.1. Employment of Personnel**

**400.2. Change in Status**

**400.3. Request for Approval of Non-College Employment  
(external report)**

**400.4. Resignations**

## PERSONNEL REPORT

### 400.1. Employment of Personnel

#### A. Technical

1. Shelly Allensworth: Initial full-time employment as Caseworker for the Dislocated Worker Program at the Lincoln Trail College campus. Amount: Based upon \$18,900 per fiscal year. Effective: March 22, 2000. Employment is contingent upon continued grant funding.  
Code: 65306D-5306D-1201-308

#### B. Maintenance/Custodial

1. Kathryn Head: Initial full-time employment as Custodian at Wabash Valley College. Amount: Based upon \$14,000 per fiscal year. Effective: March 22, 2000.  
Code: 023-7020W-1701-702

### 400.2. Change in Status

#### A. Professional/Non-Faculty

1. James Beers, from Director of Welfare to Work (GR) to Director of Human Services and Job Development/Retention (GR) at Frontier Community College. Amount: Based upon \$26,550 per fiscal year. Effective: March 22, 2000. Employment is contingent upon continued grant funding.  
Code: 65051F-5051F-1201-308

#### C. Technical

1. Jill Bloehs, from Office Asst (GR) to Resource Room Advisor for the Dislocated Worker Program. Amount: Based upon \$15,500 per fiscal year. Effective: March 22, 2000. Employment is contingent upon continued grant funding.  
Code: 65306D-5306D-1201-308
2. Ada Fleeharty, from International Student Liaison to Student Advisor, Success Network at the Olney Central College campus. Amount: Based upon \$18,900 per fiscal year. Effective: March 22, 2000. Employment is contingent upon continued grant funding.  
Code: 65265D-5265D-1201-308

### 400.3. Request for Approval of Proposed Non-College Employment (external report)

### 400.4. Resignations

#### A. Technical

1. Cindy Spillman, Student Advisor, Success Network, effective March 3, 2000.
2. Brenda Wren, Custodian, Wabash Valley College, effective February 14, 2000.

**Agenda Item #15**

**Collective Bargaining**

**Agenda Item #16**

**Litigation**

**Agenda Item #17**

**Acquisition & Disposition of Property**



**Agenda Item #18**

**Other Items**

**Agenda Item #19**

**Adjournment**

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**Protection, Health, and Safety  
Projects Schedule  
Phase III & IV**

**Phase III**

<b>ENVIRONMENTAL BARRIER PROJECTS &amp; MISCELLANEOUS:</b>	<b>Estimated Budget</b>										
Misc. ADA Improvements All campuses & DO	\$505,000										
Exit Door Modifications OCC	\$126,000										

**Phase IV**

Environmental Barriers FCC, LTC & WVC	\$366,300										
Exit Modifications - WVC	\$61,700										
Replace Stage Curtains OCC & WVC	\$55,700										
Stage Floor Replacement OCC	\$48,400										
Flooring Replacements Asbestos - WVC	\$105,000										
Roof Replacements OCC & WVC	\$128,400										

	<b>Board Approval</b>	<b>Materials</b>	<b>Begin Construction</b>	<b>30% Completed</b>	<b>60% Completed</b>	<b>80% Completed</b>	<b>100% Completed</b>	<b>Partial Accepted</b>	<b>Fully Accepted</b>
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2/29/00

**TENTATIVE**  
**Protection, Health, and Safety**  
**Projects Schedule**  
**Phase IV**

**Phase IV**

<b>MECHANICAL &amp; ELECTRICAL PROJECTS:</b>	<b>Estimated Budget</b>										
Replace Rooftop Units LTC	\$363,000										
Replace Rooftop Units OCC	\$779,300										
HVAC/Dehumidification Upgrades – WVC	\$284,300										
HVAC Replacement FCC	\$137,900										
Fire Alarm & Emergency Lighting Replacement LTC & WVC	\$382,000										
Electrical Renovations WVC	\$284,300										
Furnace Replacement FCC	\$84,700										
Lighting & Fire Alarm Upgrades - FCC & OCC	\$69,600										
<b>TOTALS :</b> ESTIMATED BUDGET \$3,781,600 BID AMOUNT \$2,727,815			<b>Board Approval</b>	<b>Materials</b>	<b>Begin Construction</b>	<b>30% Completed</b>	<b>60% Completed</b>	<b>80% Completed</b>	<b>100% Completed</b>	<b>Partial Accepted</b>	<b>Fully Accepted</b>

2/29/00